A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, May 22, 2019. at Santa Monica College Drescher Hall Room 300-E (the Loft), 1900 Pico Boulevard, Santa Monica, California.

I.   Call to Order -3:11 p.m.

II.   Members Present
         Teresita Rodriguez, Administration, Chair Designee
         Nate Donahue, Academic Senate President, Vice-Chair
         Mike Tuitasi, Administration Representative
         Chris Bonvenuto, Management Association Representative
         Erica LeBlanc, Management Association Representative
         Mitra Moassessi, Academic Senate Representative
         Peter Morse, Faculty Association President
         Tracey Ellis, Faculty Association Representative
         Cindy Ordaz, CSEA Representative
         Dee Upshaw, CSEA Representative

         Others Present
         Kathryn E. Jeffery

III.   Review of Minutes: Motion was made by Mitra Moassessi and seconded by Erica LeBlanc to approve the minutes of May 8, 2019. *Unanimously approved* with one abstention (Cindy Ordaz).

IV.   Superintendent/President's Response to DPAC Recommendations - None

V.   Agenda

        1. Update: Pathways (Action Plans 1, 2, ,3, 4): Maria Munoz, Guido Davis Delpiccolo and Irena Zugic were unable to attend the meeting, so DPAC Chair Teresita Rodriguez and Vice-Chair Nate Donahue presented an update on the work of the Pathways Redesign Team. Three of the action plans related to Guided Pathways (1, 3 and 4) will continue into 2019-2020. Action plan 2 has been completed. The document distributed (attached) lists the activities that the group is engaged in with a roadmap through Fall 2019. Several activities lend themselves to action plans for 2019-2020. It was suggested that action plans for 2019-2020 be developed for the following activities (on page 4 of attachment – *Changes for Students for Fall 2019* and *Tentative Schedule of Activities for Redesign Efforts* prepared by the Pathways Redesign Team)

            #13 Professional Learning Community (AB 705 English). Charge: Support faculty teaching English 1 and 28 and English 1 in sharing ideas and innovation in the classroom to improve the success of Black and Latinx students and promote a culture of innovation.

            #14 Professional Learning Community (AB 705 Math). Charge: Support faculty teaching Math 1, 50 and co-requisite courses in sharing ideas and innovation in the classroom to improve the success of Black and Latinx students and promote a culture of innovation.

#15 Starfish: Integration/implementation *(information on this was requested)*

It was acknowledged that communication to the college about the Pathways Redesign Team's efforts and major projects are not being adequately communicated to the college. It was suggested that a newsletter be developed to help with communication. It was mentioned that the Pathways Redesign website includes much information about what is being done.
Link to website:
http://www.smc.edu/ACG/AcademicSenate/GuidedPathwaysFramework/Pages/default.aspx

2. Tentative Budget: Chris Bonvenuto, Chief Director of Business Services, presented the tentative 2019-2020 budget stating this is the start of the process that will continue through the summer to prepare for the final budget in September. The overview included highlights of the Governor's May Revision 2019-2020 Budget, its impact on the Community College System and SMC projected funding. It also included a summary of the Student Centered Funding Formula, major expenditure assumptions and changes in revenue from 2018-2019 projected budget to the 2019-2020 tentative budget. The presentation is available at:
http://www.smc.edu/ACG/DistrictPlanningPolicies/Documents/District_Planning_and_Advisory_Council/2018-2019/Budget%20Report%20for%20DPAC.pdf

Public Comments - Superintendent/President Kathryn E Jeffery

Student Centered Funding Formula
Santa Monica College is advocating with state legislators to address the issue of funding for residency of transfer students that is currently included in the Student Centered Funding Formula (SCFF). SMC is joining other districts that would be significantly impacted by the current SCFF.

SMCCD's Vision for Success Goals
At its meeting, the SMC Board of Trustees approved the District's *Vision for Success Goals* which is required by the Chancellor's Office. Dr. Jeffery expressed her deep commitment to diversity, increasing support for students of color and closing the achievement gap for marginalized students. She concluded by affirming that Santa Monica College, its staff across all constituent groups, and students matter greatly. Planning efforts are underway to achieve the *Vision for Success Goals* as approved by the Board of Trustees and to link those goals to equity priorities.

VII.   Adjournment – 5:39 p.m.
Meeting schedule through June 2020 (second and fourth Wednesdays each month at 3 p.m.)

June 26, 2019	January 8, 22, 2020
July 10, 24	February 12, 26
August 14, 28	March 11, 25
September 11, 25	April 8, 22
October 9, 23	May 13, 27
November 13	June 10, 24
December 11	

Changes for Students For Fall 2019
(FTIC=First Time In College; FG=First Generation Student)

A. All students will have access by October 15 to a program map (Academic and Career Path) (phase 1: course sequence)

   a. Phase 1 maps will include program requirements and unspecified GE and Elective courses in sequence

   b. Vetting Teams will create a "generic first semester Area of Interest Map" of 14-16 units for use by the student who has not decided on a specific Academic and Career Path within an Area of Interest.

B. All Black and Latinx FTIC students (n≈2900) will receive guided career exploration in Fall semester

C. All FTIC students (n≈5000) will select an Area of Interest via CCCApply. "Undecided" will be a discouraged option for students

   a. Black and Latinx students which select "Undecided" will receive proactive services to assist in selecting an Area of Interest by the end of the Fall semester

D. All FTIC/FG students (n≈2800) will be encouraged to complete a Student Connections Survey and will receive follow-up for services as appropriate

   a. All students in "SMC Promise", Black Collegian, and Adelante Programs will be "proactively encouraged" by a "peer navigator" to complete the Student Connections Survey

E. All Black and Latinx FTIC students identified in the STEM Area of Interest (n≈300-400) will be assigned a Student Care Team

   a. Student Care Team will be composed of Academic Counselor, Career Counselor, Instructional Faculty, Financial Aid Specialist, Peer Navigator

F. All students receive embedded ACADEMIC support in Math 1, Math 50, and All Math Co-requisite sections

   a. Embedded Math Tutors

G. All students receive embedded ACADEMIC support in English 1 + 28 sections

   a. Embedded English Tutors

H. All students receive embedded NON-ACADEMIC support in Math 1, 50, and some Co-requisite courses (approximately 40 sections total)

   a. Embedded counselors

I. All students receive NON-ACADEMIC support in co-requisite English 1+28 (57 sections)

   a. Counseling presentations

J. All Black and Latinx FTIC students (n≈2900) will have access to 24 trained "peer navigators"

TENTATIVE SCHEDULE OF ACTIVITIES FOR REDESIGN EFFORTS

Remainder of Spring 2019

1) Complete Phase 1 mapping via "Modified Mapping Day" on May 31

2) Finalization of Mapping Vetting Rubric and Construction of Vetting Teams by Areas of Interest

3) Finalization of Student Care Team Launch for Fall 2019 for STEM Area of Interest

4) Finalization of Guided Career Exploration for undecided FTIC/FG, Black Collegians, and Adelante students for Fall 2019

5) Finalization of Embedded Counseling/Tutoring for English and Math for Fall 2019

6) Starfish Purchase

7) Finalization of Connections Survey

8) Teams Leads and IR meetings regarding Integration of Evaluation Models into interventions planned for Fall 2019

9) Explore Program Map Publication mechanism

10) Take action related to ASU

11) Identify Team Leads: Student Access to Support Services

12) Identify Team Leads: Course Scheduling and Enrollment

13) Identify Team Leads: Outreach/Onboarding

14) Identify Team Leads: Learning Resources

15) Identify Team Leads: Equity-Minded Student Worker Training

1) <u>Vetting of Phase 1 maps</u> using Rubric by Vetting Teams

2) Design <u>Phase 1.5 of program mapping</u> : Selection of Recommended GEs and Electives

3) <u>Student Support Services Access Team</u>
   o Charge: Make data-informed recommendations regarding access (time, place, manner) to support services (learning resources, counseling, financial aid, mental health, …) for our racially marginalized students.
     ▪ weekend services, contractual issues, cost, staffing, DSPS, online, etc.

4) <u>Course Scheduling and Enrollment Team</u>
   o Charge: Make data-informed recommendations regarding course scheduling and enrollment that are most conducive to completion and success for racially marginalized students.
     ▪ Course scheduling: 4-, 6-, 8-, 12-, 16-week offerings, weekend, night classes, block scheduling; distance education; …
     ▪ Enrollment: enrollment deadlines / "smart start"

5) <u>Outreach/Onboarding Team</u>
   o Charge: Make data-informed recommendations to restructure SMC's outreach and onboarding processes (making use of AACC Institute and associated efforts)

6) <u>Learning Resources Team</u>
   o Charge: Make recommendations regarding learning resources (tutoring, Supplemental Instruction, Instructional Assistants, online support, satellite campus support)

7) <u>Equity-Minded Student Worker Training Team</u>
   o Charge: Design a training for student workers (tutors, SI, peer navigators, …) grounded in a "person-first", equity-minded framework.

8) <u>Building Community Team</u>
   o Host "Person First" training for all occupants of the new Student Services Center in July
   o Hire and train student greeters to welcome students and guests and provide tours in the new Student Services Center
   o Continue exploration of umbrella tables and coffee cart

9) <u>Guided Career Exploration Team</u>
   o Finalization of plans for guided career exploration to undecided FTIC/FG, Black Collegians, and Adelante students

10) <u>Peer Navigators</u>
    o Hire and train 24 student peer navigators

11) Begin <u>Starfish</u> Integration

12) Train counselors in <u>Predictive Model</u> developed by Institutional Research

13) Design and Launch of <u>Drip Campaign</u>

14) Develop <u>Comprehensive Timeline and Deliverables</u>

15) Construct <u>ASU</u> partnership teams

Fall 2019

1) Student Support Services Access Team Recommendations Due by October 15
   o Build prototype of changes based on results of inquiry and Test with stakeholders by December 15, 2019

2) Course Scheduling and Enrollment Team Recommendations Due by October 15
   o Build prototype of changes based on results of inquiry and Test with stakeholders by December 15, 2019

3) Outreach/Onboarding Team Recommendations Due by October 15
   o Build prototype of changes based on results of inquiry and Test with stakeholders by December 15, 2019

4) Learning Resources Team Recommendations Due by October 15
   o Build prototype of changes based on results of inquiry and Test with stakeholders by December 15, 2019

5) Implement Equity-Minded Student Worker Training (first 4 weeks of Fall)

6) "Vetted and Approved" Phase 1 program maps (course sequencing) published to web

7) Complete Phase 1.5 of program mapping (selection of recommended GEs and Electives)

8) Team: Student Care Team
   o Data collection from the STEM pilot by Institutional Research

9) Team: Phase 2 Program Mapping
   o Charge: Develop training to be implemented in Winter 2020 for Phase 2 of Program Mapping (Equity-based ACTION for Gateway and Largest GE courses)

10) Team: Summer Programming for Black and Latinx FTIC Students
    o Charge: Make recommendations for Summer 2020 regarding Summer Programming for racially marginalized students by December 15, 2019

11) Team: Orientation
    o Charge: Make recommendations for Fall 2020 regarding Orientation for racially marginalized students by December 15, 2019

12) Team: Community Building--College-wide
    o Charge: Make recommendations regarding building a greater sense of belonging and community for racially marginalized students by December 15, 2019

13) Team: Professional Learning Community (AB705 English)
    o Charge: Support faculty teaching English 1+28 and English 1 in sharing ideas and innovations in the classroom to improve the success of Black and Latinx students and promote a culture of innovation.

14) Team: Professional Learning Community (AB705 Math)
    o Charge: Support faculty teaching Math 1, 50, and Co-requisite courses in sharing ideas and innovations in the classroom to improve the success of Black and Latinx students and promote a culture of innovation.

15) Starfish integration/implementation

16) Proactive implementation of Predictive Model of student persistence by Counselors

17) Conduct <u>Evaluation and Assessment of Student Services Center</u> regarding "community building and a sense of belonging"

18) Engage in revisions to <u>Program Review</u> to support the development of specific and concrete plans to increase success/equity in Gateway (and Gatekeeper) courses

Winter 2020

1) Team: <u>Student Care Team</u>
    o Analyzing data from Fall STEM pilot and making appropriate changes for Spring

2) Publish program maps with Phase 1.5 data

3) Train team to support programs/departments with Phase 2 program mapping

4) Starfish Launch

5) Inquiry into having 1 Ed Plan per student

6) Inquiry into contextualization of English and Math based on Area of Interest???

Spring 2020

1) Team: <u>Student Care Team</u>
    o Finalizing full-scale launch for Fall 2020

2) Phase 2 program mapping: structural plans to address success/equity in Gateway courses

Summer 2020

1) Phase 2 program maps published